

Invitation to Bid

City of Milwaukee

CITY OF MILWAUKEE
200 E WELLS STREET
MILWAUKEE WI 53202
United States

CIMIL

Vendor: 0001030455
WEBPAGE DOWNLOAD
[http://www.milwaukee.gov/citygov/](http://www.milwaukee.gov/citygov/doa/sp/sp.shtml)
[doa/sp/sp.shtml](http://www.milwaukee.gov/citygov/doa/sp/sp.shtml)
MILWAUKEE WI 53202

Bid ID	Date	Buyer	Page
CIMIL-0000002111	03/18/2008	Winona Marshall	1
Payment Terms	Date	Time Bid Open	Closing
PROMPT PAY	04/21/2008	01:00 PM	05/09/2008 04:45 PM

Ship To: DPW-OPERATIONS-DIVISION
FORESTRY-CENTRAL
5230 WEST STATE STREET
MILWAUKEE WI 53208
United States

Bill To: DPW-OPERATIONS-FORESTRY-GENERAL
Z. MUNICIPAL BLDG. - ROOM 619
841 NORTH BROADWAY
MILWAUKEE WI 53202
United States

Line	Item	Description	Mfg ID	Mfg Item ID	Quantity	UOM	Need Date
1		HERBICIDE ROUNDUP DRY PACKS			50.0000	PKG	

Freight Terms: DEST

Ship Via: NOT APPL

YOU MAY RESPOND TO BID 2111 VIA FAX AT 414-286-5976 ON OR BEFORE 4:45 PM-CST ON FRIDAY, MAY 9, 2008

BIDDER IS STRONGLY ENCOURAGED TO CAREFULLY READ THE ENTIRE INVITATION TO BID, SPECIFICATIONS, AND RELATED BID DOCUMENTS.

ROUNDUP DRY PACKS IN 1.5 OZ WATER SOLUBLE PACKS, NO SUBSTITUTES.

PRICE PER 1.5 OZ PACK: \$ _____

WE BID PRODUCT/MFG # _____

2		HERBICIDE ROUNDUP PRO			65.0000	GAL	
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Freight Terms: DEST

Ship Via: NOT APPL

ROUNDUP PRO, IN 2.5 GALLON CONTAINERS, NO SUBSTITUTES.

PRICE PER 2.5 GALLON CONTAINER: \$ _____

WE BID PRODUCT/MFG # _____

3		HERBICIDE SNAPSHOT 2.5TG			39.0000	BAG	
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Freight Terms: DEST

Ship Via: NOT APPL

SNAPSHOT 2.5TG, GRANULAR IN 50 LB BAGS, NO SUBSTITUTES.

PRICE PER 50 LB BAG: \$ _____

WE BID PRODUCT/MFG # _____

4		HERBICIDE SAHARA DG			20.0000	BAG	
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Freight Terms: DEST

Ship Via: NOT APPL

SAHARA DG, 2 LB BAGS OR EQUAL

PRICE PER 2 LB BAG: \$ _____

WE BID PRODUCT/MFG # _____

5		FERTILIZER BIO BLOOM 4-6-6 SUSTAIN			22.0000	BAG	
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Freight Terms: DEST

Ship Via: NOT APPL

BIO BLOOM 4-6-4 SUSTAIN, 50 LB BAGS OR EQUAL

PRICE PER 50 LB BAG: \$ _____

WE BID PRODUCT/MFG # _____

6		INSECTICIDE BLAST EM WASP SPRAY			36.0000	CAN	
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Line	Item	Description	Mfg ID	Mfg Item ID	Quantity	UOM	Need Date
Freight Terms: DEST Ship Via: NOT APPL INSECTICIDE BLAST EM WASP SPRAY, 14 OZ CANS, NO SUBSTITUTES. PRICE PER 14 OZ CAN: \$ _____ WE BID PRODUCT/MFG: \$ _____							
7		INSECTICIDE LESCO FLUSH & CONTACT			12.0000	CAN	

Freight Terms: DEST **Ship Via:** NOT APPL
INSECTICIDE LESCO FLUSH & CONTACT, 17 OZ CANS, NO SUBSTITUTES.

PRICE PER 17 OZ CAN: \$ _____

WE BID PRODUCT/MFG # _____

NOTE: THE UNITS OF MEASURE LISTED IN THE BID ARE THE SIZES THAT THE DEPARTMENT NEEDS. BIDDERS ARE TO QUOTE ALL ITEMS LISTED IN THE QUANTITIES AND SIZES LISTED.

FOR EACH PRODUCT ORDERED, COPIES OF THE PRODUCT LABEL AND MATERIAL SAFETY DATA SHEET (MSDS) MUST BE SENT TO: FORESTRY TECHNICAL SERVICES SUPERVISOR, DPW-ENVIRONMENTAL SERVICES, 5230 W. STATE STREET, MILWAUKEE, WI 53208. AN ADDITIONAL SET OF MSDS AND PRODUCT LABELS MUST ACCOMPANY THE SHIPMENT AT THE TIME OF DELIVERY.

DELIVERY REQUIREMENT

DELIVERY IS REQUIRED NO LATER THAN 30 CALENDAR DAYS AFTER RECEIPT OF ORDER.

WILL YOU COMPLY WITH THIS REQUIREMENT? ___YES ___NO

DELIVERY BETWEEN THE HOURS OF 8AM - 2:30PM-CST
CENTRAL DISTRICT
5230 W. STATE STREET
MILWAUKEE, WI 53208

NOTE: IF YOU CANNOT MEET THE 30 CALENDAR DAY DELIVERY REQUIREMENT, YOUR BID WILL BE CONSIDERED NON-RESPONSIVE!

FUEL AND/OR SHIPPING SURCHARGES ARE NOT ALLOWED AND WILL NOT BE PAID BY THE CITY OF MILWAUKEE.

FREIGHT INCREASE: IF THERE IS A FREIGHT INCREASE PRIOR TO DELIVERY OF THE PRODUCT, THE ADDITIONAL INCREASE MUST BE AT THE EXPENSE OF THE BIDDER/CONTRACTOR.

*** SIGNATURE REQUIRED ***

IT IS ONLY NECESSARY FOR YOU TO SIGN THE FIRST PAGE OF THE INVITATION TO BID. YOUR SIGNATURE WILL SIGNIFY YOUR AGREEMENT TO ALL PRICING, TERMS AND CONDITIONS STATED HEREIN. BIDDERS ARE REQUIRED TO COMPLETE AND RETURN ALL BID PAGES WITH THEIR BID SUBMITTAL.

*** CONTACT PERSON ***

ANY QUESTIONS, CLARIFICATIONS, ETC. MUST BE DIRECTED TO THE PURCHASING AGENT LISTED ON THIS BID (WINONA C. MARSHALL (VIA EMAIL PREFERRED) AT winona.marshall@milwaukee.gov OR 414-286-3612) AT LEAST FIVE WORKING DAYS PRIOR TO THE BID CLOSING DATE (MAY 1, 2008). REQUESTS RECEIVED AFTER THAT TIME WILL NOT BE CONSIDERED.

BIDDERS ARE SPECIFICALLY DIRECTED NOT TO CONTACT ANY CITY OF MILWAUKEE STAFF OTHER THAN THE PURCHASING AGENT FOR MEETINGS, CONFERENCES, OR TECHNICAL DISCUSSIONS THAT ARE RELATED TO THIS BID. UNAUTHORIZED CONTACT OF ANY CITY DEPARTMENT EMPLOYEE IS A CAUSE FOR REJECTION OF THE BID. ANY ADDITIONAL INFORMATION OR CLARIFICATIONS THAT ARE

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		PROVIDED TO ONE BIDDER WILL BE PROVIDED TO ALL BIDDERS IN THE FORM OF AN ADDENDUM POSTED TO THE CITY'S WEB SITE (BIDS PENDING PAGE).					

*** BID AND/OR SPECIFICATION APPEAL PROCESS ***

BIDDERS SHOULD SUBMIT A WRITTEN REQUEST TO THE PURCHASING AGENT FOR INTERPRETATION OR CORRECTION OF ANY AMBIGUITY OR INCONSISTENCY DISCOVERED IN THE BID, SPECIFICATIONS OR ATTACHMENTS. ANY REQUESTS FOR CHANGES, CLARIFICATIONS, ETC., TO THE BID RELATED SPECIFICATIONS OR ATTACHMENTS MUST BE SUBMITTED TO THE PURCHASING AGENT REFERENCED ON THE BID IN WRITING AT LEAST FIVE (5) WORKING DAYS PRIOR TO THE BID CLOSING DATE (MAY 1, 2008). REQUESTS RECEIVED AFTER THAT TIME WILL NOT BE CONSIDERED.

BIDDERS ARE CAUTIONED NOT TO CHANGE ANY OF THE TERMS OR CONDITIONS IN THE BID AND/OR SPECIFICATIONS WITHOUT THE WRITTEN APPROVAL OF THE DOA-PROCUREMENT SERVICES SECTION. ANY UNAUTHORIZED CHANGES WILL CONSTITUTE A COUNTEROFFER AND WILL SUBJECT THE BID TO REJECTION.

*** BID ADDENDUM ***

ANY CHANGES MADE AS A RESULT OF A WRITTEN REQUEST WILL BE ISSUED VIA A BID ADDENDUM, AND, IF NECESSARY, AN EXTENSION WILL BE MADE TO THE BID CLOSING DATE. ANY ADDENDA WILL BE POSTED TO THE CITY OF MILWAUKEE PROCUREMENT SERVICES WEBSITE: WWW.CITY.MILWAUKEE.GOV (BIDS PENDING PAGE). BIDDERS ARE RESPONSIBLE FOR CHECKING THIS WEBSITE FOR ANY FUTURE ADDENDA, ETC., PRIOR TO THE BID CLOSING DATE. ALL ADDENDA MUST BE SIGNED AND RETURNED BY THE BID CLOSING DATE AND TIME. BIDDERS WHO DO NOT RETURN THE ADDENDA MAY HAVE THEIR BID REJECTED. IF YOU ARE UNABLE TO ACCESS THE INTERNET, CONTACT DOA-PROCUREMENT SERVICES AT 414-286-3501 TO OBTAIN A HARD COPY.

AWARD WILL BE MADE BY LINE ITEM (1 THROUGH 7) OR IN TOTAL TO THE LOWEST RESPONSIBLE AND RESPONSIVE BIDDER COMPLYING WITH THE SPECIFICATIONS AND THE SPECIFIED DELIVERY REQUIREMENTS.

TERMS AND CONDITIONS

BY SIGNING THIS BID, BIDDER HEREBY AGREES TO ALL THE TERMS AND CONDITIONS OF THE "CITY OF MILWAUKEE TERMS AND CONDITIONS FOR UNSEALED INFORMAL BIDS & CONTRACTS" DOCUMENT, WHICH IS HEREBY REFERENCED AND INCORPORATED AS PART OF THE CONTRACT AWARDED FROM THIS BID. THIS DOCUMENT CAN BE FOUND BY ACCESSING THE CITY'S WEB SITE: [HTTP://WWW.MILWAUKEE.GOV](http://WWW.MILWAUKEE.GOV), CLICK THE DEPARTMENTS LINK, CLICK THE PROCUREMENT SERVICES (PURCHASING) LINK UNDER BUSINESS AND DEVELOPMENT CATEGORY, CLICK THE BID INFORMATION LINK FOR THE DOCUMENT, OR YOU MAY OBTAIN A COPY BY CALLING OUR OFFICE AT (414)286-3501.

PAYMENT TERMS

THE CITY STRIVES TO MAKE TIMELY PAYMENT ON INVOICES. PAYMENT TO THE VENDOR WILL BE DEEMED TIMELY IF THE PAYMENT IS MAILED, DELIVERED, OR TRANSFERRED WITHIN 60 CALENDAR DAYS AFTER RECEIPT OF A PROPERLY COMPLETED INVOICE OR RECEIPT AND ACCEPTANCE OF THE PROPERTY OR SERVICE UNDER THE ORDER OR CONTRACT, WHICHEVER IS LATER. IF THE CITY DOES NOT MAKE PAYMENT BY THE 60TH CALENDAR DAY, THE CITY SHALL PAY SIMPLE INTEREST BEGINNING WITH THE 31ST CALENDAR DAY AT THE RATE OF ONE PERCENT PER MONTH (UNLESS THE CITY DISPUTES THE AMOUNT OF THE INVOICE). REFERENCE COMMON COUNCIL FILE NO. 900859 ADOPTED OCTOBER 16, 1990, PROVISIONS OF STATE STATUTE 66.285 AND 66.286.

IF THIS BID HAS SUBCONTRACTOR REQUIREMENTS, THE PRIME CONTRACTOR MUST PAY SUBCONTRACTOR(S) WITHIN TEN WORKING DAYS OF THE RECEIPT OF PAYMENT FROM THE CITY OF MILWAUKEE, OR TEN DAYS FROM RECEIPT OF A PROPERLY SUBMITTED AND APPROVED INVOICE FROM THE SUBCONTRACTOR, WHICHEVER IS LATER. IF THE CONTRACTOR FAILS TO MAKE TIMELY PAYMENT TO A SUBCONTRACTOR, THE CONTRACTOR SHALL PAY SIMPLE INTEREST AT THE RATE OF ONE PERCENT PER MONTH, BEGINNING WITH THE 11TH CALENDAR DAY.

IF YOU WOULD LIKE TO OFFER A PAYMENT DISCOUNT TO THE CITY, PLEASE STATE BELOW:

_____, _____ %, _____ DAYS

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THE CITY WILL DETERMINE THE LOW BIDDER BY TAKING INTO CONSIDERATION CASH DISCOUNTS OFFERED BY THE BIDDERS ONLY IF THE PAYMENT TERMS ARE 30 DAYS OR MORE. HOWEVER, IF THE LOW BIDDER WHO IS AWARDED THIS CONTRACT HAS QUOTED A MORE FAVORABLE DISCOUNT FOR EARLIER PAYMENT, AND THE CITY PAYS WITHIN THAT EARLIER TIMEFRAME, THE BIDDER WILL BE HELD TO THAT QUOTED DISCOUNT.							

SLAVERY DISCLOSURE AFFIDAVIT

NOTE: EFFECTIVE DECEMBER 28, 2005, THE CITY OF MILWAUKEE ADOPTED AN ORDINANCE RELATIVE TO THE DISCLOSURE OF PARTICIPATION IN OR PROFITS DERIVED FROM SLAVERY BY CONTRACTORS. ALL CONTRACTORS AWARDED A CONTRACT ON BEHALF OF THE CITY OF MILWAUKEE, WHETHER OR NOT SUBJECT TO A COMPETITIVE BID, SHALL COMPLETE AN AFFIDAVIT PRIOR TO ENTERING INTO THE CONTRACT VERIFYING THAT THE CONTRACTOR HAS SEARCHED ANY AND ALL RECORDS OF THE COMPANY OR ANY PREDECESSOR COMPANY REGARDING RECORDS OF INVESTMENTS OR PROFITS FROM SLAVERY OR SLAVEHOLDER INSURANCE POLICIES DURING THE SLAVERY ERA. THE NAMES OF ANY ENSLAVED PERSONS OR SLAVEHOLDERS DESCRIBED IN THOSE RECORDS MUST BE DISCLOSED IN THE AFFIDAVIT.

THE CITY SHALL MAKE THE INFORMATION CONTAINED IN THE AFFIDAVIT AVAILABLE TO THE PUBLIC. ANY CONTRACT BETWEEN THE CITY AND A CONTRACTOR WHICH FAILS TO PROVIDE THE REQUISITE AFFIDAVIT OR WHICH INCLUDES MATERIAL FALSE INFORMATION ON SUCH AFFIDAVIT SHALL BE RENDERED NULL AND VOID. TO REFERENCE MILWAUKEE CODE OF ORDINANCES 310-14, PLEASE SEE:

<http://CC-CODENEW.MILWAUKEE.GOV/CODE/VOLUME3/CH310.PDF>

FAIR TRADE

IMPORTANT NOTE: IF THIS QUOTE RELATES TO THE PURCHASE OF FOOD OR BEVERAGES, THE VENDOR IS URGED TO MAKE FAIR TRADE PRODUCTS AVAILABLE IN ACCORDANCE WITH COMMON COUNCIL RESOLUTION NUMBER 070280 DECLARING THE CITY OF MILWAUKEE A FAIR TRADE CITY EFFECTIVE JULY 18, 2007.

EXPIRATION OF QUOTE SUBMITTED

WOULD YOU BE WILLING TO EXTEND THE PRICING ON THE EQUIPMENT OR SUPPLIES LISTED ABOVE IF ADDITIONAL UNITS WOULD BE REQUIRED BY THE CITY? YES _____ NO _____

LIST THE PERIOD OF TIME YOUR PRICING WILL BE VALID. _____

COOPERATIVE PURCHASE

WOULD YOU BE WILLING TO EXTEND THE PRICING FROM ANY CONTRACT THAT MAY RESULT FROM THIS BID TO OTHER V.A.L.U.E. MEMBERS OF LOCAL GOVERNMENT ENTITIES IN THE SOUTHEASTERN WISCONSIN AREA INCLUDING BUT NOT LIMITED TO THE MILWAUKEE METROPOLITAN SEWERAGE DISTRICT (MMSD) AND/OR MILWAUKEE PUBLIC SCHOOLS (MPS)?

YES _____ NO _____

PLEASE BE ADVISED THAT THE AWARD OF THIS BID BY THE CITY OF MILWAUKEE IS NOT CONTINGENT UPON YOUR AGREEMENT TO THE ABOVE REQUEST. IF, HOWEVER, YOU AGREE TO EXTEND TO ANY OTHER AGENCIES, EACH AGENCY WILL BE RESPONSIBLE FOR ISSUING AND ADMINISTERING ITS OWN CONTRACT AND RESULTING PURCHASE ORDER.

BID PRICE TO INCLUDE DELIVERY F.O.B. DESTINATION TO THE ADDRESS AS INDICATED AT TIME OF ORDER PLACEMENT.

EMERGING BUSINESS ENTERPRISE PROGRAM

HAS YOUR BUSINESS BEEN CERTIFIED AS AN EMERGING BUSINESS ENTERPRISE FOR THE CITY OF MILWAUKEE BY THE EMERGING BUSINESS ENTERPRISE PROGRAM?

YES _____ NO _____

NOTE: IF THIS BID DOES NOT HAVE A SPECIFIC PERCENTAGE OF MANDATORY EBE PARTICIPATION, THE CITY STRONGLY ENCOURAGES THE USE BY THE BIDDER OF CERTIFIED EMERGING BUSINESS ENTERPRISE FIRMS FOR ANY SUPPLEMENTARY SERVICES ATTENDANT TO THE GOODS OR SERVICES PROVIDED HEREUNDER. USE OF EMERGING BUSINESS ENTERPRISE FIRMS WHENEVER POSSIBLE THROUGHOUT THE COURSE OF

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THIS ENGAGEMENT FOR SUCH SUPPLEMENTARY SERVICES IS STRONGLY ENCOURAGED BY THE CITY BUT IS NOT A REQUIREMENT FOR SUBMITTING A BID. FOR FURTHER INFORMATION ABOUT THIS PROGRAM FOR YOUR BUSINESS, PLEASE CONTACT THE EMERGING BUSINESS ENTERPRISE PROGRAM OFFICE AT (414) 286-5552.							

PERSONAL INTEREST

DOES ANY OFFICER, EMPLOYEE, AGENT, MEMBER OF A GOVERNING BODY, OR PUBLIC OFFICIAL OF THE CITY OF MILWAUKEE WHO EXERCISES ANY FUNCTIONS OR RESPONSIBILITIES IN CONNECTION WITH REVIEWING, APPROVING OR ADMINISTERING THE CARRYING OUT OF ANY SERVICES OR REQUIREMENTS TO WHICH THIS BID PERTAINS, HAVE ANY PERSONAL INTEREST, DIRECT OR INDIRECT, IN THIS BID AND ANY CONTRACT THAT MAY RESULT THEREOF?

YES _____ NO _____

*** IMPORTANT NOTE ***

YOU MUST COMPLETE THE FOLLOWING INFORMATION:

COMPANY NAME: _____

COMPANY ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE: _____ FAX: _____

NAME OF PERSON SUBMITTING BID: _____

BIDDER'S EMAIL ADDRESS: _____

FEDERAL TAX ID NUMBER REQUIRED: _____

BID SUBMITTAL INFORMATION

YOU MAY RESPOND VIA FAX 414-286-5976 ON OR BEFORE 4:45 PM-CST FRIDAY, MAY 9, 2008

IF YOU CHOOSE TO MAIL YOUR BID, MAIL IT TO:

DOA-PROCUREMENT SERVICES SECTION
200 EAST WELLS STREET, ROOM 601
MILWAUKEE, WI 53202

YOUR BID ENVELOPE MUST BE PLAINLY MARKED IN THE LOWER LEFT HAND CORNER WITH THE BID NUMBER, BID CLOSING DATE AND THE BID DESCRIPTION.

BIDDERS WISHING TO HAND DELIVER THEIR BID SHOULD BRING THEIR BID RESPONSE BEFORE THE BID CLOSING DATE AND TIME TO:

DEPARTMENT OF ADMINISTRATION (DOA)
200 E. WELLS STREET, ROOM 606 (6TH FLOOR OF CITY HALL)
MILWAUKEE, WI 53202

THE HAND DELIVERED BID RESPONSE SHOULD BE TIME STAMPED IN THE DOA RECEPTION AREA.

ALL BIDS RECEIVED AFTER THE SPECIFIED CLOSING DATE AND TIME WILL BE REJECTED.

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DESCRIPTIVE LITERATURE:							

NOTE: BIDDERS WHO SUBMIT A BID FOR AN ITEM CONSIDERED EQUAL TO THE ITEM(S) DESCRIBED ABOVE SHALL INCLUDE DESCRIPTIVE LITERATURE WITH THEIR BID. FAILURE TO PROVIDE THE APPROPRIATE LITERATURE MAY RESULT IN BID REJECTION.

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